



TOWN OF NANTUCKET

ONE-DAY LIQUOR LICENSE

GUIDELINES *(MGL, CHAPTER 138, SECTION 14)*

1. DEFINITIONS: When is a One-Day Liquor License required?

- Whenever an alcoholic beverage is served or available as part of an event including specific sale of drinks or included charge in the price of tickets or provided as part of the event at no charge;
- When selling tickets, requiring payment or purchase, or accepting donations for: admission; membership; club dues; food or a meal; Open house; fundraiser; entertainment function; or other advertised public event.
- A One-Day License is NOT required for private events such as a Wedding or Family Gathering.

2. DEADLINE: Applications for a Special One-Day Liquor License must be received at least **14 days** prior to the event.

3. LICENSE CATEGORIES: **Non-Profit organizations** may apply for either type of license (All Alcohol or Beer and Wine). Non-profit organizations are required to show proof of non-profit status. **For-Profit enterprises** may only apply for a Beer and Wine license.

4. PURCHASE REQUIREMENTS: Pursuant to Massachusetts General Law, all persons issued a Special One-Day Liquor License must purchase alcoholic beverages from a [licensed supplier](#). You cannot obtain the alcohol from a package store and cannot have the alcohol donated to you unless you were granted a Charity Wine/Auction license. Click here for a list of [Approved Sources](#). Receipts for Alcohol purchase must be kept on-site with License.

5. BARTENDERS/SERVERS: ALL individuals who will serve, sell, deliver, and/or dispense alcoholic beverages must have current proof of completion (within last three years) of an appropriate Massachusetts alcoholic beverages server-training program (TIPS). Servers must have certification on their person during event.

6. INSURANCE: All applicants must attach a Certificate of Insurance Liability (ACORD) naming Town of Nantucket as additional insured under your General Liability policy with limits not less than \$1,000,000.00 per occurrence. Proof of Liquor Liability is also required. Please note insurance certificate should include coverage for set-up and clean-up dates. Click here for [Example of ACORD Certificate for One-Day Pouring License Event](#).

7. LICENSE LIMIT: A person or entity may only be issued a **maximum of 30 One-Day Special Licenses** in any calendar year.

8. CANCELLATIONS/REFUNDS: Events can only be held on the day and date approved by the Town of Nantucket. Rain/snow dates for events must be noted on the application prior to approval. **No refund is possible after a special one-day temporary license has been issued.** Issuance occurs with the delivery of the license and not on the effective date of the license.

9. LOCATION:

- A floor plan (8-1/2x11 sketch acceptable) showing exact location within the event area where alcoholic beverages will be dispensed must accompany the application. The area where the alcoholic beverages are being sold and consumed must be controlled and supervised. Minors are not allowed within the area where alcohol beverages are dispensed. Individuals may not carry their alcoholic beverages outside the area approved for consumption.
- State law requires a written letter addressed to the Local Licensing Authority approving sale/service of alcohol within or upon the premises if location is a **Church, Synagogue, Educational Facility or Public property**.

10. INSPECTION: The licensed premises shall be subject to inspection at any time by the Nantucket Police Department, by the Local Licensing Authority, by the Alcoholic Beverage Control Commission, or by the duly authorized agent of any of them.

11. APPROVED LICENSE: License must be posted in the most conspicuous place at the location of event for the duration of the event.

Failure to abide by the above listed guidelines or any provision of the laws or regulations pertaining to alcoholic beverages shall be grounds to deny, suspend, or revoke any special license issued under MGL Chapter 138, s14.